

# STATE REGULATION OF PUBLIC UTILITIES REVIEW COMMITTEE

## CANDIDATES FOR THE SOUTH CAROLINA PUBLIC SERVICE COMMISSION PERSONAL DATA QUESTIONNAIRE

**NOTICE:** The information requested herein is needed to assist the Committee in its investigation of candidates for the Public Service Commission. This questionnaire is the initial step in the investigation of your candidacy. A completed questionnaire should be returned to the Committee as soon as possible, but in any event no later than 5:00 p.m. on February 8, 2010. (Use and attach separate sheets, if necessary.)

PLEASE SPECIFY THE SEAT FOR WHICH YOU ARE APPLYING (THE CONGRESSIONAL DISTRICT IN WHICH YOU RESIDE): 4th

1. **AMENDED RESPONSE**

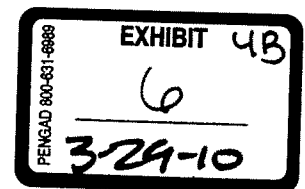
Full Name: Mr.  
Mrs. Donya \*Charlene\* Carter-Groce

Home Address: 23 Buist Avenue  
Greenville, S.C. 29609

2. Date of Birth: 1975

6. List each institution of higher learning you attended, including dates of attendance and degrees awarded. Please provide an official transcript no later than the date of your screening hearing. If you left any institution without receiving a degree, state the reason for leaving.

College of Charleston	08/1994-12/1995	Financial issues
Greenville Technical College	08/2002-05/2004	A.S.
Lander University	08/2004-12/2007	B.S.
Clemson University	01/2008-05/2009	M.S.



7. List any continuing education courses or other professional education or training programs that you have attended in the past five years.

Master of Public Administration and Management offered by Clemson and U.S.C.

Professional Project Management-TPM

8. Have you been employed or held any position in any of the following areas?

## AMENDED RESPONSE

- ☐ (a) energy issues
- ☐ (b) telecommunications issues
- ☐ (c) consumer protection and advocacy issues
- ☐ (d) water and wastewater issues
- ☒ (e) finance, economics, and statistics
- ☐ (f) accounting
- ☒ (g) engineering
- ☐ (h) law

Please provide the duration of your employment or service and details about the nature of the work or the position.

Position: Project Manager Engineering  
Greenville Office, Inc.  
2006-2008

Position: Administrator Engineering  
AirOne Traffic, Inc.  
1999-2005

My professional experience includes a diverse background of private sector project management, public sector contracts, and volunteerism with non-profits. As a project manager engineer, I specialized in contract development, financial documentation, administration, planning, design, and supervisory management. My responsibilities included decision-making, customer/client service, evaluating and maintaining accounts, and execution of contracts. I have significant experience in retrieving data and performing data analysis to evaluate strategic outcomes. I have completed this task by processing and compiling accounting reports, financial statements, and examining general ledgers. I have used cost effective objectives and performance measures to evaluate and regulate contract agreements in the construction, transportation, and financial sectors. The evaluation of such data allowed both organizations to incorporate the economic environment in strategic planning, increasing profits, and reducing financial obligations. The forecast also allowed management to determine peak work force times, recommendations for training, and the evaluation of work performances. The outcome measures allowed for goal specific accountability for the execution of project scopes, and the development and application of the company mission for daily operations.

My professional project management engineering experiences during the past decade enhanced my skill sets as a communicator, negotiator, facilitator, and evaluator in determining tasks and successfully attaining goals. The ability to evaluate and make informed conclusions has been paramount in my professional experience.

13. Please list in chronological order any occupation, business, or profession in which you have been engaged or employed (other than serving in a public office or being employed by a governmental agency). Please briefly note the nature of your work during each period.

#### **AMENDED RESPONSE**

Position: Salesperson

Eckerd Corporation (Rite-Aid)

1989-1993

I have experienced daily retail and direct consumer sales, including stock, displays, inventory, ordering and purchasing. My experience included customer service and interactions with vendors/suppliers.

Position: Salesperson

Belk Corporation (Clothing)

1993-1994

I have experienced daily retail and direct consumer sales, including stock, displays, inventory, ordering and purchasing. My experience included customer service and interactions with vendors/suppliers.

Position: Wait Staff

Outback Restaurant

1995-1998

I have experienced daily retail and direct consumer sales, including stock, waitressing, hosting, inventory, ordering and purchasing. My experience included customer service and interactions with vendors/suppliers.

Position: Medical Personnel

McLeod Regional Medical Center

1996-1998

My employment included a large primary physician practice and the wellness center. These positions provided me with medical experience in the areas of billing, records management, client service, and facility maintenance.

Position: Sales Team Leader/Designer

Lowe's Home Improvement (Building/home materials)

2004-2006

I have experienced daily retail and direct consumer sales, including stock, displays, inventory, ordering and purchasing. My experience included customer service and interactions with vendors/suppliers.

Position: Administrator Engineering

AirOne Traffic, Inc.

1999-2005

My experience included administration of business policies, financial statements and obligations, human resources, and purchasing.

Position: Project Manager Engineering  
Greenville Office, Inc.  
2006-2008

Lead manager and engineer of operational and technical procedures in a supply office environment. The position required ongoing training to retain technical competency in multiple computer programs. I was also required to be proficient in applying these technical procedures to the daily operational environment. The technical competency's included Excel, Microsoft, AutoCAD, and data entry. The assessment and evaluation of the technical information supplemented by strategic planning established company protocol and policies. The technical data entry included conducting on-going inventory and maintenance of products and prices.

Position: Economic Layoff  
S.C. Security Commission  
10/2008-2/2010

Position: Volunteer  
Meals on Wheels  
01/2009-12/2010

30. List all professional organizations of which you are a member and give the titles and dates of any offices that you have held in such groups.

American Society for Public Administration (A.S.P.A.) 95584, 2009-2010

31. List all civic, charitable, religious, educational, social, and fraternal organizations of which you are or have been a member during the past five (5) years.

Meals on Wheels of Greenville, Habitat for Humanity, Clemson Alumni, Lander Alumni

32. State any other information which may reflect positively or negatively on you, or which you believe should be disclosed in connection with consideration of you for a position on the Public Service Commission.

I am a patriotic, dedicated, and impartial South Carolinian. I have been unemployed due to an economic layoff since October 2008.

33. List the names, addresses, and telephone numbers of five (5) persons, including your banker, from whom references could be required. Also, furnish this Committee with letters of recommendation from each person listed herein.

## **AMENDED RESPONSE**

- 1) Mrs. Karen Finch
- 2) Meals on Wheels  
Ms. Jan Dewar
- 3) Mrs. Elizabeth Fowler
- 4) Mr. Edward Isbill
- 5) Wachovia Bank  
Mr. Joe Simmons